

## PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

### BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on December 18, 2014, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Joe Gabe, Eric Dunning, Todd Delain, Mike Niefert, Brad Muller, Dave Lasee

Excused: Larry Mours, Ed Janke

Item #1. Adoption of Agenda.

Motion was made by Delain and seconded by Dunning to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Muller and seconded by Delain to approve the minutes from the meeting on September 18, 2014. **Motion carried.**

Item #3. Report of Monthly Activities of the Fire Investigation Unit.

The Task Force was called out to the following fires since the last meeting:

10-24-14 N614 Irish Rd., Denmark, Kewaunee County (barn/undetermined)  
10-29-14 198 Des Plaines Rd., De Pere (duplex garage/undetermined)  
11-18-14 320 S. Superior St., De Pere (residential/undetermined)  
11-22-14 3311 Monroe Rd., Bellevue (vehicle/arson)  
12-08-14 2204 Pinecrest Rd., Suamico (vehicle/undetermined)  
12-17-14 N1347 Schweiner Rd., Denmark, Manitowoc County (residential/undetermined)

Delain stated that he will write up procedures for chiefs in other counties if they wish mutual aid from the Task Force, to also cover liability issues.

Item #4. Report of General Membership President.

Gabe reported that a Release of Report form was created, a copy of which will be kept on file by recording secretary Laurent so she will know which agency the report was released in the event someone is inquiring. Gabe also reported that some equipment has been ordered for the rig. There is about \$5,000 left in this year's budget. Some new lights and computer will also be purchased.

Gage brought it up that Task Force members should get their FIT certification. He stated that the IAAI yearly membership dues will be increasing from \$75 to \$100 and that members need to belong in order to obtain their FIT certification. It was agreed that the Task Force will continue to

pay members' dues. Gabe reported that four or five members would like to attend the 2-week National Fire Academy training in Maryland. Applications need to be turned in before the next Board meeting, at which time the Board will review them and approve those it feels should attend.

Gabe also reported that the international IAAI conference will be held in Chicago this coming spring and asked whether or not the Board would send any interested members. The cost is \$1,000 per person plus hotel. It was mentioned that the state IAAI fall conference will be held again in Green Bay this year, which is much cheaper as there are no lodging expenses. After discussion, the Board decided not to send anyone to the Chicago conference, only to the Green Bay conference.

It was brought up that the Task Force is short four interns. It was mentioned that Al Snover from the Sheriff's Office may be interested as well as a few others. Another email will be sent out to try and get some applicants and for interviews to be done in February so that the Board can vote on them at its next meeting in March. Motion made by Muller and seconded by Nieft to send out a notice for intern applicants and to get the applications to Gabe by February 1, 2015. **Motion carried.**

Item #5. Financial Report.

Delain reported that there is \$5,094.82 left in the 2014 budget.

Item #6. Old Business.

A. Disposition of Case Proceedings.

There were no case proceedings to discuss.

Item #7. New Business.

A. Discussion of staff support and responsibilities.

Gabe stated that Green Bay Fire secretarial staff are currently transcribing Task Force fire investigation interviews, in addition to their regular duties, and are becoming overloaded. It was brought up that maybe the Task Force should get billed for this service, or outsource.

Item #8. Report of Juvenile Firesetter Program Coordinator.

Gabe reported there was one JFS case and three are pending. He stated that Nick Craig would like other members trained in this. It was noted that investigator Angie Cali is interested.

Item #9. Other Matters.

Muller got information from Chase Bank regarding the safety house account. There is currently \$13,098.36 in the account. It was again brought up that the 501(c)(3) needs to be reinstated for the safety house. Delain stated he will research this. It was also brought up again that a new one-ton pickup truck is needed for the safety house.

Item #10. Set Date, Time, and Location of Next Meeting.

The next Board meeting was set for March 19, 2015, at 9:00 a.m., at the Brown County Sheriff's Office.

Item #11. Adjourn.

Motion was made by Delain and seconded by Lasee to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary